



DEPARTMENT OF THE AIR FORCE
47TH FLYING TRAINING WING (AETC)


MAY 30 2012

MEMORANDUM FOR ALL 47 FTW COMMANDERS AND SUPERVISORS

FROM: 47 FTW/CC

SUBJECT: Alternative Dispute Resolution (ADR)

1. The ADR process is an essential part of resolving military and civilian workplaces disputes. ADR can be an effective tool in cutting time and costs involved and provide a win-win result for both parties.
2. Commanders, supervisors and staff should maximize the use of ADR in workplace disputes to the extent practical and appropriate. While ADR is not appropriate in every workplace dispute, it is a viable alternative the majority of the time. All commanders and their staff are responsible for making every reasonable effort to ensure supervisors and employees have the tools to resolve disputes at the lowest possible level, by the least expensive means. This preserves the integrity of the workplace and furthers mission accomplishment.
3. I encourage Team XL to use ADR as a method of pursuing solutions to workplace disputes. ADR allows the parties involved in a dispute to voluntarily come together with a mediator, neutral third party, or other official to work out a mutually agreeable solution while avoiding time-consuming and costly legal proceedings. We will also continue to foster and promote a labor-management culture that upholds productivity and improves working relationships.
4. Questions regarding the ADR may be addressed to the 47 FTW/EO at DSN 732-5879.


THOMAS E. MURPHY, Colonel, USAF
Commander